

---

# *STAFF CONGRESS*

---

Northern Kentucky University ■ Highland Heights, Kentucky 41099

---

## **STAFF CONGRESS MEETING**

**AGENDA**  
**January 16, 2003**

**PLEASE NOTE TIME CHANGE:**

\*\*\*\*\*

**MEETING WILL BEGIN AT 1:30 PM**

**To permit Staff Congress Members to attend NKU's Annual Martin Luther King, Jr.  
keynote lecture from 12:15-1:30 p.m. in the Otto Budig Theater.**

\*\*\*\*\*

**Meeting held in UC Ballroom**

- I. Call to Order
- II. Approval of December 12, 2002, minutes
- III. Staff Regent's Report—Chuck Pettit
- IV. Liaisons Reports—Martha Malloy and W. Michael Baker
- V. SGA Liaison—Burhan Mohamedali
- VI. Standing Committee Reports:
  - A. Benefits—La Verne Mulligan
  - B. Constitution & Bylaws—Chair-Suzanne Ritchie
  - C. Credentials & Elections—Chair-Diana Schneider
  - D. Policies—Chair—Marilyn Siry
  - E. Salary/Budget—Chair-John Bailey
  - F. Liaison—Temp. Chair-Royleen Seibert
- VI. Ad-Hoc Committees:
  - A. Health Utilization—Linda Parks
  - B. Transportation—Kim Yelton
  - C. Food Service Advisory
  - D. Human Resources Advisory
  - E. Public Relations Advisory
- VII. Old Business
- VIII. New Business
- IX. Announcements
- X. Closed Session
- XI. Adjournment

# STAFF CONGRESS

Northern Kentucky University ■ Highland Heights, Kentucky 41099

## STAFF CONGRESS MINUTES

January 16, 2003

University Center Ballroom

**Members Present:** Linda Albert, John Bailey, Bev Beck, Mary Berkemeyer, Jeff Chesnut, Jeff Cox, Sherry Cucchiara, Goldie Easton, Cheryl Edelen, Lois Fox, Gail Goedel, Danielle Greene, LaVerne Mulligan, Jeanne Papania, Linda Parks, Rosanne Rawe, Suzanne Ritchie, Diana Schneider, Marilyn Siry, Maureen Woods, Michelle Wray

**Members Absent:** Missy Barker, Leland Bennett, Debbie Billiter, Jay Brock, Peggy DeJaco, Rachel LeJeune, Jada Marcum, Becky Miller-Thomas, Kathy Perkins, Royleen Seibert, Denise Taylor, Don Vasko, Ron Vasko, Kim Yelton

**V.P. Administration & Finance:** Mike Baker; **Liaison:** Martha Malloy; **Staff Regent:** Chuck Pettit – Absent-jury duty; **Secretary:** Rita Thomas

**Call to Order:** President Jeff Chesnut called the meeting to order at 1:35 p.m. Meeting was moved to a later time because of Martin Luther King, Jr. presentation on campus, to allow staff members the opportunity to attend.

**Minutes:** Motion to accept the December 12, 2002 minutes as written, made by Michelle Wray, seconded by Linda Parks. Motion carried.

### **Guests:**

Henry Keene, University Architect, gave a power point presentation on the proposed new deck parking structure anticipated to be located in place of the soccer field. New structure will add 1500-1800 parking spots in a deck format. His presentation was a study at this point. If approved the time frame from design to construction would be an estimated 18 months. Parking fees are recommended to increase in staggered increments. An increase doubling current fees has been recommended for faculty, staff, and students, and would also recommend doubling of reserved parking as well. Parking garage fees were not recommended to increase. Parking fees support all parking on campus, not only parking structures, including maintenance. State funding will not pay for additional structures. Additional structures must be self-funded.

**V. P. Administration: Mike Baker** - Board of Regents met January 15, 2003. Budget is uncertain at this point. Discussing revenue enhancements. NKU has set aside 2% but anticipated 5% budget cut. There may be more scrutiny on travel, furnishings, filling positions, etc. Mr. Baker discussed his increased duties relating to the NKU Foundation. There will be a forensic audit of the NKU Foundation. The NKU Comptroller keeps all records for the Foundation. The 2003 Holiday schedule has been sent to all employees. The Redbook dictates NKU holidays – the additional holidays are given at the discretion of the President. In the memo there was an indication that certain departments would be open during the holiday break with limited staff. A comprehensive list of those offices will be distributed by early February. Mr. Baker has recommended a format of salary increases that include a percentage of increase and a flat amount to offset anticipated parking and health care costs. Human Resources is researching the possibility of parking fees being tax sheltered.

**Liaison: Martha Malloy** – Asked Benefits Committee to contact Faculty Senate concerning domestic partner coverage as a benefit.

### **Standing Committee Reports:**

#### **Benefits:**

Benefits Refresher – January 30 – 11:30 – AC 722. Look for advertisement. No rsvp. Bring brown bag lunch if you like. Committee will meet in February. Working on short term disability.

#### **Constitution & Bylaws:**

Suzanne Ritchie distributed copies of revisions to Constitution and By-Laws with the addition of directors and minor changes throughout document. Please send suggestions by January 29 to Suzanne Ritchie. Final draft will be presented at next meeting and a vote will be taken.

**Credentials & Elections:** Will coordinate with Constitution and By-Laws Committee to present together at next meeting.

#### **Policies:**

No report.

#### **Salary/Budget:**

No report.

#### **Liaison:**

Royleen Seibert – absent.

**Ad-Hoc Committees:**

**Health Utilization:** Linda Parks:

118 health insurance and other cards have been laminated and have raised over \$100.00 for the NKU Benevolent Fund. Cards will continue to laminate as long as supplies last. Call Linda Parks for more information at X5575 or visit AC 616 to have your card laminated.

**Transportation:**

Kim Yelton - absent

**Food Service Advisory Committee** – No report

**Human Resources Advisory Committee** –

Have not met – no report.

**Old Business:**

None

**New Business:**

Leland Bennet brought before the group the topic of using ID card swipes on campus for security entrance. This is currently being done in a few areas. Leland Bennett will chair an ad-hoc committee to look into. A suggestion was made that he should contact his Vice President for further direction.

**Announcements:**

There will be an open house for Sue Roth in her new position as Associate Director of Campus Recreation. The open house will be Tuesday, January 28, 2003 at 2:30 in Campus Recreation.

A. Dale Adams (Director of Testing and Disability Services) was the recipient of the "2002 Employability Award" presented by the Northern Kentucky Human Resources Association on January 16, 2003. This award is presented annually for significant achievement of those impacting the empowerment and inclusion of persons with disabilities in the workforce.

**Closed Session:**

Staff Congress did not go into closed session.

**Adjournment:**

The meeting was adjourned at 3:30 p.m.

Respectfully submitted by:

Linda Parks for Peggy DeJaco, Secretary

**Public Relations Advisory Committee** –

Will meet January 28, 2003 at 2:00 p.m. in Rare Book Room, Chase Law School.

**Vice President Search Committee** -

70 initial applicants. Narrowed down to 19. Would like to get down to 8-10. Will meet again January 30.

**Mentoring Committee** -

Committee has met. They have made calls to other universities to discuss mentoring policy at other institutions.